

Meeting Minutes
Lincoln Trail DEIC/PIPC
June 6, 2005

Members Present: Jo Avery, Sandy Duncan, Pam Shearer, Betsy Harmes, Carol Karn, Cindy Lemons, Judith Leshner, Beth Carter, Patricia Hardin, Pamela Stephens, Carol Thomas, Gigi Meredith, Nancy Mitcham

Staff Present: Anne Bolly

Topic	Discussion	Action
First Steps general discussion session held prior to the DEIC meeting.	Anne reminded providers who have not done so to turn in their IFSP Forms training certificates. They must be filed in Frankfort by July 1 st or billing privileges will be revoked. Providers were reminded to fill out a Family Share Exemption Form when initial IFSP's are written at the end of the month and services don't start until the beginning of the next month. Otherwise, the family will receive a Family Share bill. The group brainstormed PSC strategies to be used on Outcome statements. These strategies should be embedded throughout the IFSP and will take the place of the PSC Outcome page. Service providers requested that the POE put the date of initial referral on the referral sheet so that providers will know when the "45 day time clock" starts ticking.	Provider should send a copy of their First Steps IFSP Forms training certificate to Anne Bolly ASAP if they have not done so already. A Use the Family Share Exemption form when the initial IFSP meeting is held at the end of one month, and the services do not start until the next month. POE will begin to put the initial referral date on the referral sheet.
Confirmation of DEIC/PIPC Meeting Dates for Fiscal Year '05-'06	Beth Carter and Nancy Mitcham facilitated the meeting for Nannette Johnston. The meetings for the next fiscal year will be held on the third Tuesday of the month except for December's meeting. December's meeting will be held earlier in the month to avoid the holiday season. The following dates were scheduled: 8-16-05, 10-18-05, 12-3-05, 2-21-06, 4-18-06, and 6-5-06. Meeting will be held from 2:00 till 4:00 p.m. in the Board Room at the Hardin County Board of Education Building. The building is already scheduled. First Steps informal discussion/question/answer sessions will be held from 1:00 till 2:00 in the same location.	Mark your calendars for the 6 Lincoln Trail DEIC/PIPC meetings scheduled for the next fiscal year.

Treasurer's Report	Judy Lesher reported. \$567 is left to be spent in this year's First Steps stipend budget. The money will be spent on First Steps child find materials. Baby/Toddler posters with tear-off contact information will be ordered. Beth Carter suggested "Books for Babies", which is a project that distributes infant/toddler books district wide. Carol Thomas indicated that 4 C's might collaborate with First Steps on "Books for Babies" next fiscal year. The Treasurer's report will be a standard agenda item at each DEIC/PIPC meeting to ensure that plans have been made to use all First Steps DEIC stipend dollars by June.	Gigi Meredith will collaborate with Sandra Duverge and Judy Lesher to order the Baby/Toddler posters.
Interagency Transition Survey	Handouts of the 2 transition surveys were reviewed. The survey that the preschool fills out on First Steps was approved. Question # 5 on the survey that First Steps fills out on preschool is confusing. Clarification is needed. Anne Bolly will get clarification on question #5.	Anne Bolly will clarify question #5 on the survey that First Steps fills out about preschool with Sandra Duverge and Julie Powers. After clarification, she will email the survey to Autumn at Meade County Bd. Of Ed. Autumn will uniformly format both surveys.
Preschool Issues	Debbie Curry is the new Director of Special Education at Elizabethtown Independent School System.	
ICC Report on Lincoln Trail District	Gigi Meredith reported for Lincoln Trail District to the ICC May 12 in Frankfort. A parent accompanied Gigi, and reported on her First Steps experience. Gigi spoke about what was working well in the district and what needed to be changed. Gigi distributed her report to ICC members in a written IFSP format. A strength in this community is how well First Steps providers work together and communicate. The Lincoln Trail district providers would like to see the following changes: increase the # of PSC units; revoke the "Delay Ranking Scale" because it is not family friendly.	
Re-election of Officers	Nannette Johnston was unanimously reelected as chairperson, and Judy Lescher was unanimously reelected as Treasurer.	

Agenda Items for Next Fiscal Year	<p>The following agenda topics were agreed upon:</p> <p>8-16-05, Ky.'s Continuous Monitoring Process and Assessment Guide</p> <p>10-18-05, Family Resource Centers From Each County</p> <p>12-3-05, Holiday Luncheon and General Business</p> <p>2-21-06, Child Find</p> <p>4-18-06, to be decided (suggestions: IDEA Regulations, HIPAA/FERPA)</p> <p>6-5-06, Plan agenda for FY 2006-2007</p>	Anne Bolly will ask Nancy Newberry if she will speak on Ky.'s Continuous Monitoring Process and Assessment Guide at the August 16 meeting.
Next Meeting	<p>August 16, 2:00 till 4:00 (Eastern Daylight Time)</p> <p>Board Room, Hardin County Board of Education</p> <p>65 W. A. Jenkins Road, Elizabethtown</p> <p>(First Steps Provider Discussion/Question/Answer Session</p> <p>1:00 till 2:00 in same location)</p>	